

## 2019 REGISTERED NURSE RENEWAL

Dear Licensee:

Pursuant to Public Law 29-71, Article 4, Section 4.11 which states, “nurse licenses shall be renewed biennially by September 30 of odd numbered years”, you are advised to submit a renewal application for **Registered Nurse** by **August 1, 2019** to ensure ample time in processing your license to be mailed through United States Postal Service.

The renewal application is available at the Guam Board of Nurse Examiners’ website at [www.dphss.guam.gov](http://www.dphss.guam.gov)

Please ensure timely submission of the following:

1. Complete attached “fillable” application in blue or black ink and notarized (with seal and expiration of notary)
2. U.S. Social Security Number is required for all applicants.
3. Police Clearance from current place of residence completed within the last two (2) months.
4. Court Clearance from current place of residence completed within the last two (2) months.
5. Copies of Certificate of CEU’s (30 CEU’s dated between October 1, 2017 – September 30, 2019)
6. Two (2) **recent** 2X2 passport size photos (within three (3) months) signed and dated at back of photo.
7. Payment Record Form and receipt from the Treasurer of Guam (\$80 RN Renewal Fee).
8. Supporting statements/documents to any questions answered with a “Yes”.
9. Statement/ and copy of document(s) for change of name (marriage/divorce) if needed.
10. Request for changes for personal details (address/email or phone number(s).

All licensed nurses are encouraged to register for the Emergency System for Advanced Registration for Volunteer Health Professionals (ESAR-VHP) program for disaster response nursing activities (see attachment).

Counter service hours are 8:00 – 11:00 a.m. and 1:00 – 4:00 p.m. Monday – Friday. Applications will be accepted at the Terlaje Professional Building, 194 Hernan Cortez Avenue, Suite 213, Hagatna, Guam or mail to: Health Professional Licensing Office/Guam Board of Nurse Examiners, 123 Chalan Kareta, Mangilao, Guam 96913.

Failure to receive the application for renewal shall not relieve the licensee of the responsibility for renewing the license by the renewal date. Licenses which are not renewed by September 30 of the renewal year will be assessed a \$125 reinstatement fee in order to practice nursing on Guam.

Regards,

**ROSEMARY CARMAN**

Word Processing Secretary II

Department of Public Health & Social Services

Division of General Management

Health Professional Licensing Office/EMS Office

**Mailing Address:**

Guam Board of Nurse Examiners

123 Chalan Kareta

Mangilao, GU 96913

**Physical Location:**

194 Hernan Cortez Ave.

Terlaje Professional Bldg, Ste 213A

Hagatna, GU 96910

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